

STATE OF ALASKA RECRUITMENT NOTICE

Director (Superintendent), Mt. Edgecumbe High School

POSITION DESCRIPTION

The Alaska Department of Education & Early Development is accepting applications for the Director/Superintendent of Mt. Edgecumbe High School. We seek a visionary and innovative leader who embodies the Department's mission of ensuring an excellent education for every student, every day. The Superintendent will provide dynamic leadership that supports a rigorous education, celebrating the unique diversities and traditions of Alaskan students while preparing them to thrive as responsible global citizens.

The Director will foster a forward-thinking academic environment, ensuring that curriculum and school activities inspire creativity, critical thinking, and personal growth. With a strong commitment to innovation, the Director will expand opportunities for students to explore their passions and prepare for success in an ever-changing world. As a transformative leader, the Director will motivate and support all staff, creating a shared culture of excellence and high expectations for student learning and well-being.

This role includes comprehensive oversight of Mt. Edgecumbe High School's academic, residential, and business operations, including the management of the Mt. Edgecumbe Aquatic Facility. The Director will play a key role in aligning strategic goals with operational success through collaborative leadership and effective management.

Located in Sitka, Mt. Edgecumbe High School is a state-operated boarding school serving approximately 400 students in grades 9–12. Enrollment preference is given to students from communities without high schools. The State Board of Education & Early Development serves as the school's governing board, and the Mt. Edgecumbe High School Advisory Board meets regularly to provide additional guidance and support.

The position is partially exempt, Range 27, with a base salary of \$4,740.00 biweekly (\$123,240 annually). Starting salary may vary depending upon experience and qualifications. State housing on campus is available, subject to a rental fee. Job responsibilities will begin no later than July 1, 2025.

Key responsibilities of the Mt. Edgecumbe High School Director include, but are not limited to:

- Providing visionary leadership and strategic direction for the academic, residential, and operational programs at Mt. Edgecumbe High School, ensuring alignment with the Department's mission and educational goals.
- Supervising the educational, residential, and fiscal resources of the school to ensure innovation, efficiency, and compliance with state and federal regulations.
- Creating and sustaining a safe, inclusive, and culturally responsive environment that promotes the health, welfare, and success of all students.

- Leading the planning, execution, and oversight of capital construction, renovation projects, and campus maintenance operations to support a 21st-century learning environment.
- Overseeing the negotiation and administration of private contracts related to campus operations, including security, food service, custodial support, and residential life management.
- Directing school admissions and enrollment, with an emphasis on equitable access and outreach to underrepresented communities.
- Engaging regularly with families, tribal entities, public agencies, and community stakeholders to build strong partnerships that enhance student learning and school effectiveness.

MINIMUM QUALIFICATIONS

- Master's degree in education and five years' experience in the field of education.
- Current Alaska Type B Administrator Certificate with Superintendent Endorsement, proof of eligibility to obtain this certificate, or a plan to acquire the endorsement within 1 year of hire (or other such timeline set by the Commissioner).
- Minimum of three years employment as a teacher.
- Minimum of one year of employment as a superintendent, assistant superintendent, director/senior district administrator, or high school principal.

DESIRED SKILLS AND ABILITIES

- Proven success in instructional leadership, with the ability to inspire staff and students to achieve high academic standards.
- Demonstrated expertise in curriculum development that incorporates innovation, cultural relevance, and real-world application.
- Experience designing and implementing virtual and blended learning models to expand student access and personalize instruction.
- Strong interpersonal skills with a demonstrated ability to build meaningful relationships across diverse cultural backgrounds and communities.
- Exceptional oral and written communication skills, with the ability to articulate vision, goals, and strategies to a wide range of audiences.
- Demonstrated effectiveness in collaborative leadership and working as part of a high-performing team.
- Commitment to equity and inclusion, with experience serving and supporting culturally and geographically diverse student populations.

HOW TO APPLY

Submit a letter of interest outlining the reasons the applicant is interested in serving at MEHS, a current resume, a copy of the candidate's certification, and three letters of recommendation. In the letter of interest, the applicant must also describe the following: *1) the applicant's core values and beliefs about teaching and learning; 2) learning and the role of the family -- both of which should be in the context of a residential school environment.*

Materials must be delivered to the address below not later than 4:30 p.m. June 13, 2025.

Department of Education & Early Development
Office of Human Resources/Mt.Edgecumbe Director Recruitment
P.O. Box 110500
Juneau, AK 99811-0500

Alternatively, materials may be e-mailed to jeanna.wittwer@alaska.gov by 4:30 p.m. June 13, 2025.

For more information, contact Jeanna Wittwer, Human Resource Business Partner at 907-465-5536 or jeanna.wittwer@alaska.gov.

The State of Alaska is an EEO/ADA employer. Individuals requiring accommodations should call 1-800-587-0430 or 465-4095 in Juneau or (907) 465-2815 (TTY).